

"A Historic Past"



"A Bright Future"

THE CITY OF DELAWARE CITY
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**MINUTES
REGULAR MEETING OF
THE HISTORIC PRESERVATION COMMISSION
CITY OF DELAWARE CITY
Tuesday, October 5, 2021 7:00 p.m.
Delaware City Community Center**

CALL TO ORDER

Commissioner Lynn Dilliplane called the regular meeting of the Historic Preservation Commission (HPC) to order at 7:00 p.m. Commissioners Lyons, Keifer, and Morel were also present, along with City Manager Baylor.

ACTION UPON THE MINUTES OF THE PREVIOUS MEETING

Corrections to the August 3, 2021 Minutes:

- Commissioners Lyons and Wood were both present at the meeting.
- Commissioner Turley was not present at the meeting.
- 222 Hamilton Street improvements were changed from a portico to a front porch.
- "Handrails" need to be added to the minutes for the porch for 222 Hamilton Street.
- Commissioner Lyons made a motion to accept the minutes (with the changes indicated above). Commissioner Keifer seconded this motion. *All members were in favor, and the motion passed.*

NEW BUSINESS

101 Washington Street – Cover and Enclose Deck to Make Living Space.

- Since this property is zoned C-1A Commercial, vinyl siding cannot be used, but it must be wood, hardiplank, or aluminum siding to match the existing house. The contractor is wanting to enclose the upper part of the deck on an existing house. Architectural shingles will be used to match the existing roof.
- Commissioner Morel made a motion to accept the changes to this property. This was seconded by Commissioner Lyons. *All members were in favor and the motion passed.*

136 Washington Street – Renovation to Exterior of Home.

- Brandon Ropp was present as the renovator of this property. This home was previously approved by HPC for vinyl wrapped windows due to the “prohibitive cost” of other styles. He is also keeping the original wood siding with necessary repairs. The one structure will be subdivided in half to produce two homes. New pressure-treated wood decking, railings, and steps will be installed. The roof is approximately 15 years old and still in good condition.
- The doors were also discussed. The front door is currently in bad condition. Numerous ideas were discussed - one being adding a vestibule in front of the door. Also, repairing and altering the door are options. Cost is an issue, as well for fixing this door.
- The plans for new windows, front concrete steps, walkways, handrails, front footers, and the front porch ceiling, etc. were also considered by the Commissioners.
- Commissioner Lyons made a motion to accept the renovations as discussed: vinyl windows; wood siding; additional windows to back right, back left, and side exterior (with matching trim and cornices on large windows); doors on the addition will be replaced with similar French doors with appropriate glass; porches, handrails, and steps will be wood; porch ceiling will be wood; footings will be rebuilt and covered with parch coat; basement access door will be replaced with a new metal door; front porch flooring will be a “tongue and groove” style wood. Front and side doors will be determined at a later date. This was seconded by Commissioner Keifer. *All members were in favor, and the motion passed.*

Update HPC Code, Addendum to HPC Ordinance to include an Exterior Material list for Windows, Roof, Siding, Porches, and Fences. Include in the Code a Time Frame for projects given Letters of Appropriateness. Clarification on Guidelines for Fence Materials in the HPC under the HPC Fence Ordinance.

- Commissioner Morel made a motion to table this issue until the next meeting. It was seconded by Commissioner Lyons. *All members were in favor, and the motion passed.*

ADJOURNMENT

The motion to adjourn was made by Commissioner Keifer. It was seconded by Commissioner Lyons. All members were in favor. *The Historic Preservation Commission Meeting was adjourned at 8:45p.m.*

Respectively submitted,
Tina Pincus
City Secretary